



## **NOTICE TO CONSULTANTS**

**R. F. Q. 15-18**

### **CITY OF ANNAPOLIS HISTORIC PRESERVATION DIVISION ON-CALL CONSULTING SERVICES**

The Central Purchasing Office of the City of Annapolis is accepting sealed qualification statements for consulting services until 2:00 p.m., local time, Wednesday, April 1, 2015. Proposals must be submitted to the Central Purchasing Office, 161 Duke of Gloucester Street, 1<sup>st</sup> Floor, Annapolis, Maryland 21401. Late proposals will not be accepted under any circumstances.

The scope of consulting services includes the following disciplines: Archeologist, Historian, Historic Architect, Historic Landscape Architect, Historic Engineer, Historic Preservationist, Historic Preservation Planner and Historic Preservation Contractor. Applicants must meet the professional qualification standards established by the National Park Service, published in the Code of Federal Regulations, 36 CFR Part 61.

The scope of work includes, but is not limited to, review of Certificate of Approval applications and preparation and submission of reports and recommendations, participation in site visits and meetings, participation in HPC public hearings and City of Annapolis development review meetings, and various related requests.

Proposal packages may be obtained from the Central Purchasing Office at the address noted above, via email to [bids@annapolis.gov](mailto:bids@annapolis.gov) or fax request to 410-263-8120.

The City of Annapolis reserves the right to reject any or all proposals, to waive informalities and to select the proposal deemed to be in the best interest of the City.

**Brian D. Snyder, CPPO  
Procurement Officer**